

You will need to know if they are a full year resident, part year or nonresident.

For Nonresidents only:

1st W2, # of days not worked

2nd W2, # of days not worked

3rd W2, # of days not worked

4th W2, # of days not worked

For Nonresidents only:

Work location for 1st W2

Work location for 2nd W2

Work location for 3rd W2

Work location for 4th W2

For Part Year Residents only:

Taxpayer: # of months in city of Detroit, Dates: From/To

Spouse: # of months in city of Detroit, Dates: From/To

For all filing a city of Detroit, answer if the Taxpayer and/or Spouse are:

Taxpayer Deaf

Spouse Deaf

Taxpayer Disable

Spouse Disable

W2 Screen

They must enter box 18 Local Wage

They must enter box 19 Local Tax

They must enter box 20 Locality (Since we are only preparing Detroit city returns, the code would be DT)

For nonresidents earning income in a city, they would enter the 2 letter code followed by the number of days worked in the city (3 total spaces) then a space, then the total number of days worked

Example 1: DT065 260

This would be entered for someone who only worked 25% of the year, or 65 out of a possible 260 in the city of Detroit.

Example 2: DT042 145

This would be entered for someone who worked 145 days for the W2 and 42 of them were worked in the city of Detroit.

Example 3: DT000

Nonresidents whose wages are 100% excludable for the city of Detroit.

Example 4: DTSP

This would indicate that the wages on the W2 are Detroit Sub-Pay, not subject to tax